ANNEXURE K

DEPARTMENT OF TRANSPORT

Department of Transport is an equal opportunity, affirmative action employer with clear employment equity targets. Preference will be given to candidates whose appointment will assist the department in achieving its Employment Equity targets at these specific levels in terms of the Department’s Employment Equity Plan.

APPLICATIONS

Department of Transport, Private Bag X193, Pretoria, 0001 or hand deliver at the 159 Forum Building, Cnr Struben and Bosman Street, Pretoria for attention Recruitment Unit. Room 4034.

CLOSING DATE

11 March 2019

NOTE

Applications must be accompanied by form Z83, obtainable from any Public Service Department, (or obtainable at www.gov.za) and a recent updated comprehensive CV (previous experience must be comprehensively detailed, i.e. positions held and dates), as well as certified copies of all qualifications and ID document. Failure to submit the requested documents/information will result in your application not being considered. It is the applicant’s responsibility to have foreign qualifications evaluated by the South African Qualification Authority (SAQA). The Department reserves the right not to fill the posts. The successful candidates must be willing to sign an oath of secrecy with the Department. Applicants will be expected to be available for selection interviews and assessments at a time, date and place as determined by the Department. All appointments are subject to the verification of educational qualifications, previous experience, citizenship, reference checks and security vetting. Please note: Correspondence will only be entered into with short-listed candidates.

OTHER POSTS

POST 07/28

ASSISTANT DIRECTOR: MARITIME FREIGHT LOGISTICS REF NO: HRM/2019/02

(Branch: Maritime Transport
Chief Directorate: Maritime Infrastructure & Industry Development
Directorate: Maritime Infrastructure & Freight Logistics
Sub-Directorate: Maritime Infrastructure & Freight Logistics

SALARY

R444 693 per annum (Level 10) (All inclusive salary package)

CENTRE

Pretoria

REQUIREMENTS

An appropriate three-year diploma or degree in maritime studies, transport economics, transport planning with 3-5 years relevant experience. The following will serve as a recommendation: Provides a vision, sets the direction for the component/unit and inspires others to plan, execute, deliver and report on the organisational mandate; Manages and encourages people, optimises their outputs & effectively manages relationships in order to achieve organisational goals; Plans, manages, monitors and evaluates specific activities in order to deliver the desired outputs and outcomes (Project Planning, Evaluation & Reporting); Willing and able to deliver services effectively and efficiently in order to put the spirit of customer service (Batho Pele) into practice; Initiates, supports and champions organisational transformation and change in order to successfully implement new initiatives and deliver on service delivery commitments; Responsible for Compiling the management reports; Knowledge of Public Finance Management Act (PFMA) and Treasury Regulations; Good communication skills (verbal and written); Computer literacy Governance related to information; Compiles and manages budgets, controls cash flow, institutes risk management and administers tender procurement processes in accordance with generally recognised financial practices in order to ensure the achievement of strategic organisational objectives. Must be able and willing to travel nationally. Be able to work under pressure. Knowledge of the maritime transport industry; Knowledge and understanding of the maritime regulatory environment; Knowledge and understanding of the multilateral environment; Knowledge and understanding of port environment; Project Management skills; Sound communication and interpersonal skills; Good Organisational and Management skills; Excellent writing skills; Communication skills.
**DUTIES**

The successful candidate will:

- To support the development of an effective and productive South African Port Industry that is capable of contributing to the economic growth and development of the country and improves port efficiency;
- Assist the management of continuous assessment of effectiveness and efficiency of South Africa’s Maritime Freight Logistic Chain; Manage update of stakeholder information and contacts Nationally, Regionally and Continentially; Assist on the establishment and management of the implementation of the Maritime Freight Logistics data centre; Assist the Management and the establishment of an information systems platform to track and trace Maritime Freight in and out of South Africa; Assist to develop a platform to facilitate compatibility of the industry data collection methods with those of the government; Assist to manage the process of maritime freight data analysis to influence efficiencies in logistic conduits; Assist on designing and implementation of research and innovative strategy to improve South African’s performance of maritime logistics; Facilitate training programmes to keep abreast of new global development in the maritime freight logistics; Assist the management and coordination of the Department’s participation in maritime freight logistics multilateral institutions in Africa and abroad; Assist the management of tracking and tracing of maritime freight destined for the country and across the borders; Record analyse all maritime freight coming to South Africa with respect to cargo variations for future development; Coordinate maritime freight logistics projects and development in Africa; Assist the establishment and management of database of all the maritime stakeholders nationally; regionally and continentally; Continuously liaise with maritime stakeholders nationally, regionally and continentally on issues of maritime transports; Represent the Department at inter-departmental committees on African maritime multilateral relations; Assist the management of the alignment of freight logistics processes to collaborate with government strategic plans; Assist the management of the review of the industry’s freight plans in line with government plans; Engage stakeholders from freight logistics industry to understand their future undertakings to assist in the future planning; Assist the management and coordination of signing all maritime multilateral agreements pertaining to cross-border maritime freight logistics arrangements; Assist the management of implementation of electronic system to conform government required standards; Assist in the monitoring and the implementation of all the projects emanating from the signed maritime multilateral agreements.

**ENQUIRIES**

Mr C Mpahlwa Tel No: 012 309 3040

**POST 07/29**

**ASSISTANT DIRECTOR: MARITIME SAFETY & ACCIDENT INVESTIGATION**

**REF NO:** HRM/2019/03

Branch: Maritime Transport

Chief Directorate: Implementation, Monitoring and Evaluation

Directorate: Maritime Safety, Security and Environment

Sub-Directorate: Maritime Safety & Accident Investigation

**SALARY**

R444 693 per annum (Level 10) (All inclusive salary package)

**CENTRE**

Pretoria

**REQUIREMENTS**

An appropriate NQF level 6/7 qualification in the field of Transport Management/ Maritime Studies /Public Management or equivalent with at least 3-5-years relevant experience. The following will serve as a recommendation: Manage and encourage people, optimise their outputs & effectively manage relationships in order to achieve organisational goals; Plan, manage, monitor and evaluate specific activities in order to deliver the desired outputs and outcomes (Project Planning, Evaluation & Reporting); Willing and able to deliver services effectively and efficiently in to successfully implement new initiatives and deliver on service delivery commitments; Responsible for Compiling the management reports; Knowledge of Public Finance Management Act (PFMA) and Treasury Regulations; Good communication skills (verbal and written); Computer literacy, institute risk management and administer tender procurement processes in accordance with generally recognised financial practices in order to ensure the achievement of strategic organisational objectives. Must be able and willing to travel nationally. Be able to work under pressure. Knowledge of South African Maritime Transport Environment; Knowledge of the Merchant Shipping Act and relevant Maritime
Regulations; Knowledge of international maritime treaties / protocols (IMO/ILO); Excellent communication skills; Negotiation Skills; basic Research Skills; Excellent writing skills; Presentation Skills; Good interpersonal skills; Advanced Computer Literacy Skills; Good Organisational Skills.

**DUTIES**

The successful candidate will: To ensure the implementation and constant review of maritime safety regulatory framework as provided for in the Merchant Shipping Act and other relevant regulations; Co-ordinate stakeholders meetings on a regular basis; Liaise with key stakeholders in the implementation of the National Small Vessels Safety Regulations; Facilitate the implementation of the National Small Vessels Safety Regulations; Facilitate the development and registration of National Small Vessels database; Liaise and facilitate the implementation of the National Small Vessels database; Develop a framework for reporting on safety accidents Liaise with SAMSA on the Marine Accidents and Incidents Investigations; . Facilitate the convening of the Courts of Marine Enquiry as required in the Merchant Shipping Act and the Courts of Marine Regulations Assist in the discussions and conclusions of the Memorandum of Understanding with SAMSA; Perform administrative functions towards the convening of the sitting of the Court of Marine Enquiry; Serve as the Clerk of the Court of Marine Enquiry; Assist the Project Officer in the management of the project funds; Liaise with key stakeholders such as the affected family members, legal attorneys and defendant; Facilitate the implementation of the Court of Marine Enquiry’s decisions; Maintain an up-to-date list of potential members of the Court of Marine Enquiry; Facilitate the development of a database of judges and members of court; Facilitate the development of strategy for some investigation; Liaise with MRCC and compile monthly incident accident reports; Facilitate the coordination of Maritime Stakeholder & Incident Investigations; Facilitate the development and implementation of legislative / regulatory framework for the safety on inland-waterways; Facilitate amendment of Chapter 4 of Merchant Shipping Act and other relevant regulations; Facilitate the development of maritime incident database; Assist in the International Maritime Organization’s Voluntary Audit Scheme; Develop monthly reports on all maritime safety incidents; Assist in the selection of auditors and recommend them for IMO Secretary-Generals’ consideration; Facilitate the institutionalisation of panel of experts to oversees application for auditors; Facilitate the convening of a maritime stakeholder meeting to plan for the audit; Assist in the discussion and conclusion of the Memorandum of Co-operation with the IMO (IMO Resolution A.974 (24); Facilitate the requirements of the Voluntary Audit Scheme in line with the Memorandum of Co-operation; Advise the Deputy Director of maritime safety matters that are dealt with by the International Maritime Organization; Facilitate the implementation of the Voluntary Audit Scheme findings; Participate in related international forums such International Maritime Organization such as Maritime Safety Committees as required; Assist in the co-ordination of information for research purposes and benchmark on international practice; Keep abreast of the outcomes of the IMO Maritime Safety Committee; Assist in implementing resolutions/outcomes of the IMO in respect of maritime safety.

**ENQUIRIES**

Ms Sharmila Dharamalingam Tel No: 012 309 3834

**POST 07/30**

**STATE ACCOUNTANT: BUDGETING REF NO: HRM/2019/04**

Branch: Administration, Office of the Chief Financial Officer
Chief Directorate: Budgeting and Compliance
Directorate: Management Accounting and Budgeting
Sub-Directorate: Budgeting

**SALARY**

R242 475 per annum (Level 07) (All inclusive salary package)

**CENTRE**

Pretoria

**REQUIREMENTS**

Applicants must be in possession of matric and a three year recognized NQF level 6 tertiary qualifications in Finance and two years’ experience in Financial Management. The following will serve as strong recommendations: Knowledge of the Public Finance Management Act (PFMA) and Treasury Regulations; Knowledge of Budget Procedures and Processes; Knowledge of government accounting systems, computerized financial systems – BAS; Planning and organisational skills; Analytical Skills; Computer literacy e.g. Word and spread
sheets, etc; Verbal and written communication skills, Language skills and the ability to communicate well with people at different levels and different backgrounds; Must be willing to work beyond normal working hours when required.

**DUTIES**

The successful candidate will be responsible to: Capturing of the departmental budget on the transversal system; Expenditure control and monitoring; Preparation and distribution of monthly report; Budget reprioritization; Document the accountability of managers and office administration.

**ENQUIRIES**

Ms Fhulufhedzani Ntavhaedzi Tel No: (012) 309 3164

**POST 07/31**

STATE ACCOUNTANT: SYSTEM CONTROL REF NO: HRM/2019/05
Branch: Administration, Office of the Chief Financial Officer
Chief Directorate: Budgeting and Compliance
Directorate: Management Accounting and Budgeting
Sub-Directorate: System Control

**SALARY**

R242 475 per annum (Level 07) (All inclusive salary package)

**CENTRE**

Pretoria

**REQUIREMENTS**

Applicants must be in possession of matric and a three year recognized NQF level 6 tertiary qualifications in Finance, with two years working experience in Finance. Experience in System Control will be an added advantage. Good knowledge and experience of BAS; Knowledge of the Public Finance Management Act (PFMA) and Treasury Regulations; Knowledge of government accounting systems, computerized financial systems – BAS; Planning and organisational skills; Analytical and problem-solving skills; Computer literacy e.g. Word and spreadsheet, etc; Verbal and written communication skills, Language skills and the ability to communicate well with people at different levels and different backgrounds.; Must be willing to work beyond normal working hours when required.

**DUTIES**

The successful candidate will be responsible for: Maintain departmental code structure, departmental parameters, security profiles and password reset for BAS Users; Maintain and link users to BAS printers; Manage and monitor the interface of the transversal system on LOGIS, PERSAL and BAS; Monitor interfacing of LOGIS commitment on BAS; Monitor proper integration of the financial system; Log calls with SITA and resolve problems on BAS via SITA and IT; Maintain and verify entities on Safety web, Capture entities on BAS, filling including office administration; Enhance the awareness of the BAS system in the Department; Identify and nominate BAS users for formal BAS training.

**ENQUIRIES**

Ms Khathazile Mabena Tel No: (012) 309 3768